



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center and Gardens

570 West Avenue Twenty-six, Suite 100

Los Angeles, California 90065

Phone (323) 221-9944 Fax (323) 221-9934

JOB OPPORTUNITY BULLETIN **GRAPHIC DESIGNER** **LIMITED TERM POSITION**

The Mountains Recreation and Conservation Authority (MRCA) is recruiting for an experienced, on-site graphic designer to create a wide variety of graphic materials for programs throughout the agency. The Graphic Designer will work under the general direction of the Director of Public Affairs, and will create materials for all Divisions of the agency.

This position requires a highly creative, organized and energetic individual, who is eager to learn, enjoys handling multiple tasks and is flexible. A personal interest in conservation, hiking, ecology, landscape architecture, native plants, and other environmental issues is helpful. Designer must work in PC Format.

Job location is at the Los Angeles River Center and Gardens near downtown Los Angeles. Other Agency locations include Franklin Canyon park near Beverly Hills, Malibu, Pacific Palisades and Calabasas.

RESPONSIBILITIES:

- Create and update agency related publications such as maps, logos, brochures and marketing materials, invitations, annual reports, and educational materials.
- Design displays for interpretive kiosks and other such displays.
- Design agency wide park signs.
- Prepare presentations as needed for meetings.

REQUIRED SKILLS:

- Proficiency in Quark, Pagemaker, Photoshop and Illustrator in PC Format.
- 2-3 years experience in graphic design or related field.
- Marketing Experience
- Bachelor Degree or higher preferred.
- Ability to work independently and carry out assignments with little or no supervision.
- Strong oral and written skills necessary.
- Interest or experience in the environmental field preferred.
- Web design and development experience preferred.

SALARY : \$35,880 - \$50,000 annually DOE. The possibility exists that if funding is available the position will be renewed.

REQUIRED HOURS: This position may be full or part time. Occasional overtime to meet

deadlines is required. Occasional, compensated travel between park locations is required.

DESCRIPTION OF AGENCY: In 1980, the California state Legislature established the Santa Monica Mountains Conservancy, a state agency, which preserves and creates parkland in Southern California. The Mountains Recreation and Conservation Authority (MRCA) is a joint powers agency between the SMMC, the Conejo Recreation and Park District and the Rancho Simi Recreation and Park District. The MRCA works on projects in an area spanning from Ventura County to the San Gabriel River including the Santa Monica Mountains, the Simi Hills, and the Angeles National Forest.

Please send resume and cover letter to: mrcajobs@mrca.ca.gov